

**JOINT MEETING OF ADMINISTRATION COMMITTEE
LABOR RELATIONS & EMPLOYEE SERVICES COMMITTEE
NOVEMBER 4, 2019
Minutes**

Committee members present: Chairman Dave Hintz, Ted Cushing, Bob Mott and Billy Fried.
Excused absent: Robb Jensen

Call to order: Chairman Hintz called the meeting to order at 9:30 a.m. in Committee Room Two of the Oneida County Courthouse. The meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting law and the facility is handicap accessible. Hintz reviewed the agenda.

Approve minutes: Motion by Fried/Mott to move approval of the minutes to a future meeting. Motion withdrawn by Fried and Mott. Hintz would like the minutes of October 7th amended to add a line after the motion for Social Services that the motion made at the end of the budget hearings for the actual budget included the correct amount of \$92,869. Motion by Cushing/Mott to approve the amended Minutes of the October 7, 8, 9, 14 and 15th meetings. All aye; motion carried.

It is anticipated that the committee may meet in closed session pursuant to Wisconsin Statutes, §19.85(1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility (Topic: Forestry out of class pay) and Wisconsin Statutes, §19.85(1) (e) deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session (Topic: Borrowing Proposals by Baird and Prudent Man Advisors (PMA)). A roll call vote will be taken to go into closed session, and it is anticipated that the Committee will return to open session by roll call vote to consider the remainder of the meeting agenda.

Announcement of action taken in closed session, or take action based on closed session (NOTE: If the announcement of action taken in closed session would compromise the need for the closed session, the action taken will not be announced. Any action taken in closed session may be announced when the need for the closed session has passed).

Motion/Second: Fried/Cushing to go into Closed Session at 9:43 a.m.
Roll Call Vote: All Aye

Motion/Second: Cushing/Fried to return to Open Session at 11:47 a.m.
Roll Call Vote: All Aye

Mott was excused during closed session.

Recess - 11:48 a.m.

Return from Recess – 11:53 am.

Hintz announced that while in closed session the Committee discussed out of class pay for two employees in the Forestry Department.

Motion by Cushing/Fried to approve the out of class pay for the Director and the Assistant Director for Forestry with the money coming from the third and fourth quarter vacancy review budget. All aye; motion carried.

Hintz announced also while in closed session the committee met with two companies, PMA and Baird, to discuss the potential of the County borrowing money, however, no decision was made.

Initial Resolution Authorizing Not to Exceed \$4,000,000 General Obligation Promissory Notes for Capital Improvement Projects – Discussion regarding the resolution and if the amount of \$4,000,000 can be amended at the County Board meeting on the 12th. Motion by Cushing/Fried to forward the initial resolution authorizing not to exceed \$4,000,000 and forward it onto the full County Board for approval. Discussion regarding a resolution that was passed in 2015 regarding borrowing. All aye; motion carried.

Resolution to Increase Social Work Staff to 2,080 Hours in Social Services - Resolution to provide a General Wage Increase for Employees - Resolution to Implement the Carlson-Dettman Adjusted Wage Schedule – Motion by Cushing/Fried to approve Resolution regarding social work staff to 2080, general wage increase for employees and implementation of the Carlson-Dettman adjusted wage scheduled and forward to the full County Board for consideration. All aye; motion carried.

Board of Adjustment Per Diem Resolution – Smith explained the need for this resolution and the fiscal impact. Motion by Cushing/Fried to forward the Board of Adjustment per diem resolution to the full county board for approval. All aye; motion carried.

12:06 p.m. – Mott returned

Resolution Authorizing 2019 Budget Transfers - Smith explained the 2019 budget transfers. Motion by Cushing/Fried to approve the resolution authorizing 2019 budget transfers and forward it onto the full County Board as a consent agenda. All aye; motion carried.

Resolution to Approve Tax Levy for 2019, collected in 2020 – Smith presented and explained the resolution to approve tax levy for 2019. Motion by Hintz/Mott to forward on the resolution to approve the tax levy for 2019, collected in 2020. All aye; motion carried.

Review of Cost Allocation Plan Contract – Smith presented the Maximus Cost Allocation Plan Contract with changes as suggested by Corporation Counsel, Tom Wiensch. There are two open items in the contract that Wiensch doesn't feel should be approved. Corporation Counsel will not approve the contract as it is written unless the Administration Committee agrees to move it along. Motion by Cushing/Hintz to accept the cost allocation plan contract with the changes as presented with the open items. All aye; motion carried.

Vouchers, reports, purchase orders, line item transfers and updates:

Finance

- Motion by Cushing/Fried to approve the Finance vouchers as presented. All aye; motion carried.
- Motion by Hintz/Mott to approve the line item transfer presented. All aye; motion carried.
- General Investments Report – September – Discussion regarding the general investment report.
- Review of 2018/2019 Contingency Budget – Smith presented the 2018/2019 contingency budget and the shortfalls that are estimated for 2019. There is an estimated shortfall of \$901,265 and an estimated \$664,025 that will need to be taken from the general fund.
- 2020 Budget Update – Smith reported that she has the packet ready for County Board next week.

ITS

- Motion by Mott/Cushing to approve the ITS vouchers and blanket purchase orders as presented by ITS. All aye; motion carried.
- IT Planning update – Rhodes gave a planning update.

Treasurer

- Motion by Cushing/Hintz to approve the vouchers for the Treasurer's office as presented. All aye; motion carried.
- August and September Statements of Cash - Ostermann presented and explained the statements of cash reports.
- Treasurer's Long Range Plan – Ostermann presented the Treasurer's long-range action plan for 2019-2020. Motion by Fried/Mott to approve the long-range plan by the Treasurer's Office as presented. All aye; motion carried.
- Treasurer's October Conference Notes – Ostermann gave an update on the October Conference. Ostermann reported that her office created a Taxpayer Assistance Resources brochure based on information given by the State Treasurer at the conference.
- Treasurer's Segregation of Duties Policy – Ostermann presented a segregation of duties for the Treasurer's Office based on recommendations by the auditors.

County Clerk

- Motion by Cushing/Mott to approve the County Clerk vouchers as presented. All aye; motion carried.

Public comment/communications: None

